

2004 PESTICIDE EXAMINATION AND LICENSE INFORMATION BULLETIN

Dear Exam Candidate:

The Pesticide Examination and License Information Bulletin is your guide to taking the state pesticide examination for the purpose of obtaining a Massachusetts pesticide applicator certification or license.

The state pesticide law requires that all persons who apply pesticides in public and private places used for human occupation and habitation with the exception of residential properties with three or less dwelling units, must be in possession of a valid license or certification issued by the Massachusetts Department of Food and Agriculture. See *Massachusetts General Laws Chapter 132B, Section 10*.

The Department of Food and Agriculture conducts written, closed-book examinations, and as appropriate, performance testing to measure competency to use, sell, and apply pesticides in Massachusetts.

Take the time to read this bulletin and acquaint yourself with the prescribed deadlines, procedures, and forms so that you can successfully obtain either a pesticide applicator license or certification in the Commonwealth of Massachusetts.

Good Luck!

Lee Corte-Real
Pesticide Operations Coordinator



Provisions for candidates with special needs

If a handicap prevents you from taking the exam under the existing conditions outlined in this bulletin, you may request special arrangements. *When you submit your examination application to the Pesticide Bureau as directed above, please submit a clear description of your handicap and supporting documentation.* This information will help us determine what arrangements or accommodations must be made for you.

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Visit the Pesticide Bureau Web site at:
www.mass.gov/agr/pesticides for the latest
information on pesticide programs!

At-A-Glance

	Applicator License (Core)	Dealer License	Private Certification	Commercial Certification
Who Needs One?	<p>If you intend to do pesticide work using <i>general use pesticides</i> for hire and have never had a pesticide license before, you must obtain a commercial Applicator License.</p> <p>This document is usually obtained by individuals working in the Exterminating, Lawn Care, Landscape and Tree industry.</p> <p>This also includes individuals working not for hire such as office building groundskeeper, apartment building landlords, custodians, condominium maintenance personnel, golf course superintendents.</p>	<p>If you intend to do pesticide work <i>selling restricted use pesticides</i>, you must obtain a Dealer License.</p> <p>This document is obtained by individuals who are employed by distributors and dealers of pesticides.</p>	<p>If you intend to do pesticide work using <i>restricted use pesticides</i> on property owned or rented by you or your employer for the purpose of raising agricultural commodities, you must obtain a Private Certification. This document is usually obtained by individuals working as farmers and growers.</p>	<p>You must take and pass the appropriate Commercial Certification category exam and have two years of relevant experience (see enclosed Resume Form on page 13).</p> <p>If you intend to do pesticide work using <i>restricted use pesticides for hire or not for hire</i> you must obtain a Commercial Certification. This document is usually obtained by individuals working in the Exterminating, Lawn Care, Landscape and Tree industry.</p>
Exam Fees	\$50	\$100	\$100	\$100
Exam Times (and Lengths)	12:30 PM 125 questions (1 hour 45 minutes)	12:30 PM 125 questions (1 hour 45 minutes)	9 AM 125 questions (2 1/2 Hours)	9 AM 125 questions (2 1/2 Hours)
Passing Score	70% (87 or > out of 125)	75% (94 or > out of 125)	75% (94 or > out of 125)	75% (94 or > out of 125)
Workshops	An Applicator License Training Workshop is available through the Pesticide Education, Program at the University of MASS. See Pages 14	Not Available	Not Available	Not Available
Study Materials (Order form on pages 9 - 10)	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations, Dealer's Package	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations, Private Certification Manuals	Core Manual w/ supplement, Massachusetts Pesticide Control Act, Massachusetts Pesticide Regulations, Commercial Certification Manuals
Insurance	Required	Not required	Not required	Required
License or Certification Expiration Dates	December 31 st	February 28 th or 29 th	December 31 st	December 31 st
Continuing Education	6 Contact hours	3 Contact hours	12 Contact hours	12 Contact hours

GENERAL INFORMATION

Determining the kind of pesticide certification or license you need

The first step is to determine which kind of pesticide license or certification you need. In Massachusetts there are four different kinds of pesticide certifications and licenses. They are:

- 1) Commercial Applicator License (Core)
- 2) Private Certification
- 3) Commercial Certification
- 4) Dealer License

► **Choose #1 Commercial Applicator License (Core)** if you never have had a license before or if you did, it was more than 5 years ago, and you plan to use general use pesticides on the property of another **for hire** or as part of your current job duties on the property of your employer or leased by your employer.

► **Choose #2 Private Certification** if you are a grower or farmer and you plan to use restricted use pesticides (RUP's) on your own property or that of your employer or rented by your employer **for the purpose of raising agricultural commodities**. Agricultural commodities can include, but are not limited to, products like cranberries, corn, potatoes, tomatoes, greenhouse plants, sod, nursery stock, blueberries, apples, etc.

► **Choose #3 Commercial Certification** if you have held an applicator (core) license or certification for two (2) or more years either in Massachusetts or another state during the past five (5) years, and you plan to use restricted use pesticides (RUP's) on the property of another **for hire**.

► **Choose #4 Dealer License** if you plan to **SELL** restricted use pesticides.

Ordering your study materials

Once you have determined which kind of pesticide certification or license you need, you should order your study materials. It takes a few weeks to receive your self-study materials unless you purchase them in person at the UMASS EXTENSION BOOKSTORE at the University of Massachusetts - AMHERST (GO TO PAGE 9).

NOTE: This is the only location where you can purchase these study materials.

If you turn to the **Purchase Order Form** (PAGE 9), you will note that the self-study boxes are numbered to correspond to a certification or license type that you read about above. Select the **SELF-STUDY BOX #** that matches the number associated with the certification or license type you need. Order all the study materials specified in the box.

Scheduling an exam date and site

To determine when and where exams are held, please review the exam schedule on PAGE 11.

It is advisable to select available dates early in the year especially if you desire to obtain a pesticide certification or license for the spring and summer months. Once you select a date and exam type, you will need to complete the exam application (GOTO PAGE 7). *For those individuals eligible for Commercial Certification (meaning you have held a certification or license for at least 2 years), you will also need to complete the Resume Form in addition to the exam application (GO TO PAGE, 13).*

Note: Only one exam can be scheduled per exam date.

Once your application is complete mail your form with a check or money order (**cash is not accepted**) to the address below.

**Department of Agricultural Resources
Pesticide Bureau ; Suite 500
251 Causeway Street
Boston, MA 02114-2151
ATTN: Certification/Licensing**

Due to the frequency of scheduled exams, **no admission letter or card will be sent to you confirming your registration.**

Those candidates unable to attend their scheduled exam or those exam candidates who are late will be required to *reschedule and submit another exam fee.*

NOTE: There are no exam fee refunds

Incomplete applications or those without the proper fee will be returned!

Before you mail or deliver your exam application in person: did you remember to:

- ☐ Write down your desired exam date
- ☐ Blacken in the circle of your desired exam location
- ☐ Blacken in the circle of the correct exam type and write down the code (if any)
- ☐ Sign the application
- ☐ Include the Resume Form (if you are registering for a Commercial Certification exam)
- ☐ Enclose a check or money order which is payable to: *Commonwealth of Massachusetts* for the correct fee amount and authorized with your signature.

Applicator License Exam (core)	\$50
Dealer License Exam	\$100
Commercial Certification Exam	\$100
Private Certification Exam	\$100
PLEASE DO NOT MAIL CASH	

Taking the Exam

Allow yourself adequate time to travel to the exam site and try to be on time. Exam administrators and proctors begin the registration of exam candidates and assign seating prior to the start of the exam.

Private and Commercial Certification exams:
Registration begins at 8:30 AM or earlier.
The exam begins promptly at 9:00 AM.

Commercial Applicator (Core) and Dealer License exams:
Registration begins at NOON or earlier.
The exam begins promptly at 12:30 PM.

Exam candidates who are late or do not appear for their scheduled exam will forfeit the exam fee. You will be required to submit a new examination application and fee for another test date. Refunds cannot be given.

As part of the exam registration process, the exam administrator or proctor will ask you to produce a **positive photo identification** such as a driver's license, passport, or military identification. If you cannot produce a positive picture identification, you will not be allowed to take the examination.

In addition, if your name does not appear on the exam listing or your application is not in the exam file, you will not be allowed to take the exam. Walk-in candidates cannot be admitted.

Candidates who disrupt the registration process will be disqualified from taking the exam and the registration fee will not be refunded. Once registered, all candidates will be assigned a seat and you will be given instructions.

Be sure to bring a sufficient number of sharpened #2 pencils with erasers. ***Pencils will not be provided and sharpeners are not available at the exam sites.***

Remember ***all examinations are closed book exercises!*** You are ***not*** allowed to use a calculators, notes, dictionaries, or reference materials during the exam.

Exams have 125 multiple-choice questions and are timed. You will be allowed *one hour and 45 minutes* for the commercial applicator (core) and dealer license exams. You will be allowed *two hours and 30 minutes* to take commercial and private certification exams.

Notification of Exam Results

You will be mailed a letter to your residential address notifying you of your exam results. This letter will indicate PASS or FAIL with the raw score for the fail only! If you want your raw score, you can write or fax a letter requesting your score. If you do not receive your test results within 2 weeks, write or fax a letter with your current address requesting your exam results.

The established passing score for the applicator (core) license exam is 70% (87 questions correct out of the total 125), and for all other exams 75% is passing (94 questions correct out of the total 125)

The Department will post a list of the names of the exam applicants who have passed their exam by date on our web page at:
www.mass.gov/agr/pesticides.

To insure confidentially, test results **will not** be given over the telephone.

REPEATING AN EXAM

Candidates who are unsuccessful in passing the exam may re-take the exam. To re-take the exam, you must submit a new examination application for another date with the appropriate fee.

Regulations require that candidates that fail the exam twice must wait (3) three months before re-applying to take an exam. After failing an exam three times, you must wait (1) one year before re-applying

Getting Your License or Certification

If you pass the exam, you will be mailed an application to obtain a pesticide license or certification, in addition to your exam results. This application for license or certification is valid for one year from the time of being notified of your exam results and is indicated as the due date.

Be Advised, that passing the exam does not equate to being certified or licensed to use pesticides!

To receive your license; sign the application, attach the appropriate fee as indicated, and if required, your insurance agent will have to attest to your insurance coverage or financial responsibility.

To be issued a pesticide license you must:

Accurately complete and return the **certification or license application** with the correct fee and proof of insurance (if required) to the Pesticide Bureau for approval and processing. **Insurance is required for a Commercial Applicator License (core) or Commercial Certification. Insurance is not required for a Dealer License or Private Certification**

Maintaining Your License or Certification

RENEWAL AND EXPIRATION DATE

- After you submit the application to obtain your license or certification, allow a few weeks for processing. After review and approval, the Pesticide Bureau will mail the pesticide license or certification to your home address or mailing address indicated.

- State law requires you to carry the official document on your person **at all times while using pesticides.**

- Please note that the license or certification is valid for a period beginning with the actual date of issuance and ending on December 31st unless it has been modified, revoked or suspended before that date.

NOTE: For a Dealer License, the document expires on February 28 or 29. Each year, renewal applications for all licenses and certifications will be mailed to you at least thirty days prior to January 1st. It is important to notify the Pesticide Bureau of any address changes to insure your receipt of your renewal application.

Continuing Education

- In addition to renewing your license or certification annually, there are re-training requirements too. As a holder of the license or certification, you must, at the end of a three-year period, be **re-licensed/re-certified** either by re-examination or by attendance at continuing education programs within the three-year period.
- The Cooperative Extension Service and various professional organizations provide training programs on an annual basis for you. You may check the Pesticide Bureau web site for the dates and locations of continuing education classes for your license type at (www.mass.gov/agr/pesticides) ; Continuing education
- You **MUST** obtain continuing education contact hours to maintain your license or certification!

(1 contact hour = 50 consecutive minutes of learning)

Commercial Certification	12 Contact hours per category
Private Certification	12 Contact hours per category
Applicator License	6 Contact hours
Dealer License	3 Contact hours

INSURANCE REQUIREMENTS

(For Commercial Applicator (Core) License and Commercial Certification)

In order to satisfy the insurance requirements, you or your employer (on your behalf) must secure comprehensive general liability coverage relating to bodily injury and property damage.

In addition, you must be sure your insurance policy has **“an endorsement that modifies any pollution exclusion provisions”** to cover you for “sudden and accidental” mishaps as it relates to the purposeful use of pesticides on the property of another.

Municipal, state, and federal employees (government employees) are exempt from insurance requirements. In lieu of insurance, you must attach to your certification or license application a letter on letterhead attesting that your pesticide activities are part of your duties when you are working in your governmental capacity.

333 CMR (CODE OF MASSACHUSETTS REGULATIONS)

10.13: Financial Responsibility or Insurance

*As a condition to obtaining or renewing a commercial applicator license or commercial certification, **an applicant shall be required by the Department to submit with his or her application an attestation by an insurance broker certifying that the insurance policy coverage in force and issued on behalf of said applicator meets or exceeds the standards set forth below, except as provided in 333 CMR 10.13(10). This attestation shall be on a form provided by the Department.***

- 1) **Certified Commercial Applicator.** The following minimum comprehensive general liability insurance coverage (ground application) is required:
 - (a) Bodily Injury Liability \$ 100,000 each occurrence \$300,000 aggregate
 - (b) Property Damage Liability \$100,000 each occurrence (including completed operations)
- 2) **Licensed Commercial Applicator.** The following minimum comprehensive general liability insurance coverage (ground application) is required:
 - (a) Bodily Injury Liability \$ 50,000 each occurrence \$100,000 aggregate
 - (b) Property Damage Liability \$50,000 each occurrence (including completed operations)
- 3) **Certified Commercial Applicators or Licensed Applicators** who apply pesticides aerially. The following minimum comprehensive general liability insurance coverage is required:

- (a) Bodily Injury Liability \$ 100,000 each occurrence \$300,000 aggregate
 - (b) Property Injury Liability \$100,000 each occurrence (including completed operations)
- 4)
 - (a) In order to satisfy the requirements of 333 CMR 10.13 (1) and (2), insurance policies must include an endorsement that modifies any pollution exclusion provision written into said policies.
 - (b) In order to satisfy the requirements of 333 CMR 10.13(3), insurance policies must include coverage for chemical drift resulting from legally carried out purposeful use of pesticides by commercial aerial pesticide applicators.
 - 5) Insurance policies offered to satisfy the requirements of 333 CMR 10.13 (1), (2) and (3) may be written with combined bodily injury and property damage limits so long as these combined limits equal or exceed the sum of the required individual limits.
 - 6) Applicators of pesticides to premises owned or otherwise controlled by their employers and to which the public is invited or to which free access is permitted are required to meet only the bodily injury requirements of 333 CMR 10.13(1), (2) and (3).
 - 7) Certified commercial applicators of pesticides to premises owned or otherwise controlled by their employers and to which the public is not invited or to which free access is not permitted are not required to meet either the property damage or the bodily injury requirements of 333 CMR 10.13(1), (2) and (3).
 - 8) Financial responsibility required by 333 CMR 10.13 (1), (2) or (3) shall not be required of persons whose pesticide applicator activities are part of their duties as governmental employees, when they are working in their governmental capacity.
 - 9) An applicator shall notify the Department in writing when the applicator's insurance is altered, revoked or amended.
 - 10) If an applicator demonstrates to the satisfaction of the Department that the applicator is employed by a business entity (a) with net assets in excess of \$ 1,000,000 and (b) the employer maintains in Massachusetts a registered agent for service of process, the requirements of 333 CMR 10.13(1), (2) and (3) may be waived if the applicator states in writing that the applicator's pesticide activities are performed only for the employer, and further, that the employer in writing gives the name and address of the representative on which legal process can be served.

A more comprehensive listing of the insurance requirements is included in the Department Regulations and on our web site.

[illegible]

5. HISTORY

If YES, please explain in brief

[illegible]

○ Third time I have taken this exam

6. SIGNATURE AND DATE

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$$\begin{array}{|c|c|} \hline & \\ \hline \end{array} - \begin{array}{|c|c|} \hline & \\ \hline \end{array} = \begin{array}{|c|c|c|c|} \hline & & & \\ \hline \end{array}$$

FEES AND CATEGORIES

PLEASE DO NOT MAIL CASH

COMMERCIAL CERTIFICATION

PRIVATE CERTIFICATION

<u>CATEGORY</u>	<u>MA State Code</u>	<u>Category</u>	<u>MA State Code</u>
Aerial	(34)	Cranberries	(30)
Agriculture	(33)	Dairy/Livestock	(24)
Aquatic	(39)	Greenhouse	(26)
Demonstration and Research	(49)	Poultry	(28)
Food Processing	(50)	Nursery	(29)
Forest	(35)	Sod	(32)
Fumigation	(42)	Small Fruit	(27)
General Pest Control	(41)	Tree Fruit	(25)
General Public Health	(46)	Vegetable	(31)
Mosquito and Biting Fly Control	(47)		
Regulatory	(48)		
Rights of Way	(40)		
Sewer Root Control	(55)		
Seed Treatment	(38)		
Shade Trees and Ornamentals	(36)		
Site Sanitation	(45)		
TBT	(54)		
Termite and Structural Pest Control	(43)		
Turf	(37)		
Vertebrate Pest Control	(44)		
Wood Preservative	(52)		

STATE PESTICIDE LICENSURE SELF-STUDY MANUALS

Purchase Order Form

(Effective December 15, 2003– December 31, 2004)

#1 *Applicator's License*

- Core Manual w/ Supplement
- Massachusetts Pesticide Control Act
- Massachusetts Pesticide Regulations

#2 *Private Certification*

- Core Manual w/ Supplement
- Massachusetts Pesticide Control Act
- Massachusetts Pesticide Regulations
- Private Certification Manuals

#3 *Commercial Certification*

- Core Manual w/ Supplement
- Massachusetts Pesticide Control Act
- Massachusetts Pesticide Regulations
- Commercial Certification Manuals

#4 *Dealer's License*

- Core Manual w/ Supplement
- Massachusetts Pesticide Control Act
- Massachusetts Pesticide Regulations
- Dealer's Package

Basic Study Materials	Inventory #	Price	Quantity
Core Manual (2 nd Ed.) w/ MA Core Supplement (2000)	PS-CORE	\$27.00	_____
Massachusetts Pesticide Control Act (1978, amended 2000) (Chapter 132B M.G.L.)	PS-CONT	\$6.00	_____
For free download of the pesticide control act: www.state.ma.us/legis/laws/mgl/gl-132b-toc.htm			
Massachusetts Pesticide Regulations (1979, amended 1997) (333 CMR 1.00-13.00)	PS-REGS	\$8.75	_____
For free download of regulations: www.state.ma.us/dfa/legal/regs/pesticides_regulations_list.htm			

Private Certification Manuals	Inventory #	Price	Quantity
Livestock/Dairy (cat. 24) 1982	PS-LVST	\$5.00	_____
Tree Fruit (cat. 25) 1984	PS-TRFT	\$7.00	_____
Greenhouse (cat. 26) 1995 (order FL-IRPF also)	PS-GRNH	\$24.00	_____
Biology & Management of Insects and Related Pests of Floriculture Crops in New England (1992)	FL-IRPF	\$10.00	_____
Small Fruit (cat. 27) 1982	PS-SFRT	\$5.00	_____
Poultry (cat. 28) North Carolina Extension	PS-PLTR	\$6.50	_____
Nursery (cat. 29) 1982	PS-NRSR	\$6.50	_____
Cranberries (cat. 30) 1999	PS-CRAN	\$6.00	_____
Vegetable (cat. 31) 1992	PS-VEGI	\$14.00	_____

Dealer License Materials	Inventory #	Price	Quantity
Dealer's Package (1994)	PS-DEAL	\$2.00	_____

(OVER FOR INSTRUCTIONS)

Commercial Certification Manuals	Inventory #	Price	Quantity
Custom Agriculture Plant 1984 & Animal 1999 (cat. 33)	PS-CAGR	\$43.00	_____
Aerial Application (cat. 34) 2001	PS-ARIL	\$25.00	_____
Forest Pest Control (cat. 35) 1982	PS-FRST	\$22.00	_____
Shade Trees & Ornamentals (cat. 36) 1990	PS-ST&O	\$14.00	_____
Turf (cat. 37) order cat. 36 manual above			_____
Seed Treatment (cat. 38) 1977	PS-SEED	\$18.00	_____
Aquatic Weed Control (cat. 39) 1985	PS-AQUA	\$16.00	_____
Rights-of-Way (cat. 40) 1996	PS-ROWY	\$19.00	_____
General Pest Control (cat. 41) <i>Truman's Scientific Guide to Pest Control 5th Edition, Purdue University</i>	UM-TRUM	\$74.95	_____
Fumigation (cat. 42) 1993	PS-FUMI	\$20.00	_____
Termite (cat. 43) 1998	PS-TERM	\$20.00	_____
Vertebrate Pest Control (cat. 44) order cat. 41 manual above			_____
Site Sanitation (cat. 45) – order cat. 40 manual above			_____
General Public Health (cat. 46) 1983	PS-GNPH	\$20.00	_____
Mosquito Pest Control (cat. 47) – order cat. 46 manual above and Mosquito Supplement below			_____
Mosquito Supplement (cat. 47) 1990	PS-MOSQ	\$4.00	_____
Demonstration & Research (cat. 49) 1978	PS-DMRS	\$19.00	_____
Food Processing (cat. 50) 1994	PS-FOOD	\$20.00	_____
Wood Preservation (cat. 52) 1986	PS-WDPR	\$8.00	_____
Tributyltin (TBT) (cat. 54) 1991	PS-TRIB	\$8.00	_____
Sewer Root Control (cat. 55) 1996	PS-SWRL	\$25.00	_____
Shipping & Handling for 1st item \$5.00, S&H for each add'l items _____ @ \$1.00 each			

INSTRUCTIONS

Total Amount Enclosed \$ _____

Make check (or money order or purchase order) payable to the **University of Massachusetts**

Send payment and completed form to the:

UMass Extension Bookstore
Draper Hall, 40 Campus Center Way
Amherst, MA 01003-9244
 Phone Number (413)545-2717
 Fax Number (413) 545-5174

Please allow at least two weeks for delivery
 Orders go UPS (ONLY). Therefore, street address with number is required.

If you prefer to purchase your manuals in person, the Extension Bookstore is open MWF 9:00 AM-3 PM. Directions: West Mass Pike Exit 4, Rte. 91 N to Exit 19 (Amherst), Rte. 9 E to Rte. 116 N to 1st exit. Bear right, pass through 3 lights to Visitor's center on right. Park and ask for directions to Draper Hall. (approx. 2 hours from Boston)

Name/Company _____		
Mailing Address _____		
Town _____	state _____	zip _____
() _____		
Daytime phone # _____		
() _____		
Fax Number _____		

For Credit Card Purchases Circle One: VISA or Mastercard

CC#

Expiration Date _____

If you have any questions regarding this order form contact the Pesticide Education office – UMass Extension (413)545-1044

2004

MASSACHUSETTS PESTICIDE CERTIFICATION/LICENSE EXAM SCHEDULE

Mail your examination application(s) to Department of Agricultural Resources, Pesticide Bureau, 251 Causeway Street, Suite 500, Boston, MA 02114-2151

<u>CAPE COD</u> Cape Cod Community College Route 132, 2240 Iyanough Road, West Barnstable, MA 02668-1599		<u>SPRINGFIELD</u> Springfield Technical Community College One Armory Square, Springfield, MA 01101-9000	
EXAM DATE (SNOW DATE)*	DEADLINE FOR SUBMITTING APPLICATION	EXAM DATE (SNOW DATE)*	DEADLINE FOR SUBMITTING APPLICATION
March 15, 2004 (March 19, 2004) (Science Building-Lecture Hall A)	March 8, 2004	March 16, 2004 (March 18, 2004) Building 17 Room 102	March 9, 2004
May 19, 2004 (No Snow Date) (Science Building-Lecture Hall A)	May 12, 2004	June 25, 2004 (No Snow Date) Building 17 Room 102	June 18, 2004
*Snow date <u>only</u> if the Department-Pesticide Bureau reschedules exam due to inclement weather		*Snow date <u>only</u> if the Department-Pesticide Bureau reschedules exam due to inclement weather	

<u>WALTHAM</u> UMASS Eastern Extension Center 240 Beaver Street Waltham, MA 02452			
EXAM DATE (SNOW DATE)*	DEADLINE FOR SUBMITTING APPLICATION	EXAM DATE (SNOW DATE)*	DEADLINE FOR SUBMITTING APPLICATION
January 9, 2004 (Jan. 12, 2004)	January 2, 2004	May 14, 2004 (May 17, 2004)	May 7, 2004
February 5, 2004 (February 23, 2004)	January 29, 2004	May 28, 2004 (No Snow Date)	May 21, 2004
February 12, 2004 (February 23, 2004)	February 5, 2004	June 11, 2004 (No Snow Date)	June 4, 2004
February 20, 2004 (February 23, 2004)	February 13, 2004	July 16, 2004 (No Snow Date)	July 9, 2004
March 5, 2004 (March 29, 2004)	February 27, 2004	August 20, 2004 (No Snow Date)	August 13, 2004
March 12, 2004 (March 29, 2004)	March 5, 2004	September 24, 2004 (No Snow Date)	September 17, 2004
March 26, 2004 (March 29, 2004)	March 19, 2004	October 15, 2004 (No Snow Date)	October 8, 2004
April 8, 2004 (April 26, 2004)	April 1, 2004	November 19, 2004 (November 22, 2004)	November 12, 2004
April 16, 2004 (April 26, 2004)	April 9, 2004	December 17, 2004 (December 20, 2004)	December 10, 2004
April 30, 2004 (May 17, 2004)	April 23, 2004	*Snow date <u>only</u> if the Department-Pesticide Bureau reschedules exam due to inclement weather	
*Snow date <u>only</u> if the Department-Pesticide Bureau reschedules exam due to inclement weather			

PLEASE ARRIVE AT THE EXAM SITE AT LEAST 30 MINUTES BEFORE THE EXAM STARTS!!!!

Exam Times: *Private and Commercial Certification exams* start promptly at **9:00 AM** \ Commercial Applicator (Core) and Dealer exams start promptly at **12:30 PM**. **Snow Times:** Call **617-626-1841** for a pre-recorded message with exam dates, location, and cancellation information. In the event of bad weather, call after 6:30 AM on the morning of the scheduled exam and listen to the message. If the exam has been canceled, the message will inform you and indicate that you should report on the snow date. **STOP!** Look on the reverse side of this exam schedule for general directions to exam locations. (*Please do not call exam site*).

GENERAL DIRECTIONS TO EXAM LOCATIONS

NOTE: *The exam candidate, by using these directions, should be aware that they are given for the sole purpose of guidance, and further, that the exam candidate does not in any way relinquish or waive their responsibility to arrive on time at any state pesticide licensure examination.*

UMASS EASTERN EXTENSION CENTER-WALTHAM FIELD STATION (240 Beaver Street, Waltham MA)

- From the WEST: Take exits 14 off of the Massachusetts Turnpike and follow the sign to Route 95/128North. Continue as directed in the "From the South" below.
- From the SOUTH: Take Route 95/128North to Totten Pond Road, exit 27A. At the end of exit ramp turn right at the lights onto Totten Pond Road. Go to end of Totten Pond Road (approximately 1 mile). Get into the center lane and turn right and bear left at the fork onto Lexington Street; then turn left at first traffic light onto Beaver Street. Travel $\frac{3}{4}$ around the rotary to stay on Beaver Street. UMass Eastern Extension Center is on right about 1 mile from rotary.
- From the NORTH: Take Route 95/128South to Trapelo Road exit 27A. At the end of exit ramp turn right at the lights onto Totten Pond Road. Go to end of Totten Pond Road (approximately 1 mile). Get into the center lane and turn right and bear left at the fork onto Lexington Street; then turn left at first traffic light onto Beaver Street. Travel $\frac{3}{4}$ around the rotary to stay on Beaver Street. UMass Eastern Extension Center is on right about 1 mile from rotary.
- From BOSTON-EAST: Follow Storrow Drive West or Memorial Drive West to the end and follow signs towards Arlington. Bear left at the sign that reads: "16 South Watertown Waltham". Follow 4 tenths (4/10) of a mile. Then turn right on to Belmont Street after Star Market Shopping Center on your right. Continue on towards Belmont until it intersects with Trapelo Road. Bear right onto Trapelo Road and continue for 1.7 miles. Take left at light and follow the sign that reads: "60 Waltham to Route 20" this is Waverly Oaks Road. On Route 60 at next traffic light turn right on Beaver Street which intersects the Bentley College. The UMass Eastern Extension Center is 4/10 of a mile on the left.
- PUBLIC TRANSPORTATION: Take the MBTA RED LINE to Harvard/Brattle stop in Harvard Square. From there take the #73 Trackless Trolley marked Waverly Square. Buses #54 and #521 Waverly Square Newton Corner leaves Waverly Square and travels along Beaver Street. UMASS Eastern Extension Center (Waltham Field Station) is located on 240 Beaver Street.

CAPE COD COMMUNITY COLLEGE (CCCC)

Take Route 3 South or Route 24 South to Route 495 South to Cape Cod (Sagamore Bridge). Proceed over bridge and follow Route 6 (the Mid-Cape Highway) to Exit 6 (Hyannis, West Barnstable). Take a left off the exit ramp onto Route 132. Go through set of lights (Burger King will be on your left) and continue about 1/10 of a mile. The Community College entrance will be on your right. Park in either Parking Lot #7 or #8. The exam is usually held in the Science Building-Lecture Hall A.

SPRINGFIELD TECHNICAL COMMUNITY COLLEGE (STCC)

From Route 91 going south follow Hartford Signs to Exit 7, Springfield Center and follow State Street sign to first light. Go Left under highway to State Street and take Federal Street. From Route 91 going North take exit 4 Broad Street and follow East Columbus Avenue to 3rd Light. Turn right on State Street. Proceed on State Street to Federal Street. From Mass Turnpike take Exit 6 and turn left onto Route 291. Take Armory Street exit. Go around Rotary and Take Armory Street going south. Stay on Armory Street until you come to Federal Street. The exam is usually held in the cafeteria (Building 20) on Pearl Street side of campus. Campus security is present and usually can direct you.

☎ TELEPHONE ALERT!!!

The facility managers of the below listed exam sites ask that you do not call them! Only exams are given at these locations. Regrettably, they do not have staff that can answer your exam and license questions. Call the Pesticide Bureau in Boston if you have exam and/or license questions.

EXAM POLICY NOTE

*In the event of a postponement and/or cancellation (including but not limited to snow dates) due to circumstances beyond its' control, the Department reserves the right to reschedule all exam candidates to the next pre-scheduled examination. **IN THE EVENT OF BAD WEATHER CALL (617) 626-1841 AFTER 6:30 AM ON THE MORNING OF THE EXAM TO FIND OUT IF THE EXAM HAS BEEN CANCELED.***

RESUME FORM

Only Candidates for **Commercial Certification** need to complete and submit this form with the exam application.

(PLEASE PRINT CLEARLY OR TYPE)

NAME: _____
 LAST FIRST MI
STREET ADDRESS: _____
 STREET APT #
 CITY STATE ZIP
COMPANY/EMPLOYER: _____
 (If Any)
 Signature _____ Date _____
All of the information on this form is true and complete to the best of my knowledge

Blacken in the circle of **one** category you intend to become certified in:

<u>Category</u>	<u>MA State Code</u>	<u>Category</u>	<u>MA State Code</u>
<input type="checkbox"/> Aerial	34	<input type="checkbox"/> Regulatory	48
<input type="checkbox"/> Agriculture	33	<input type="checkbox"/> Right of Way	40
<input type="checkbox"/> Aquatic	39	<input type="checkbox"/> Seed Treatment	38
<input type="checkbox"/> Demonstration and Research	49	<input type="checkbox"/> Shade Tree and Ornamental	36
<input type="checkbox"/> Food Processing	50	<input type="checkbox"/> Site Sanitation	45
<input type="checkbox"/> Forest	35	<input type="checkbox"/> TBT	54
<input type="checkbox"/> Fumigation	42	<input type="checkbox"/> Termite/Structural Pest Control	43
<input type="checkbox"/> General Pest Control	41	<input type="checkbox"/> Turf	37
<input type="checkbox"/> General Public Health	46	<input type="checkbox"/> Vertebrate Pest Control	44
<input type="checkbox"/> Interior Landscaping	53	<input type="checkbox"/> Wood Preservative	52
<input type="checkbox"/> Mosquito and Biting Fly Control	47		

License History

(Attach additional sheets if necessary)

List or write in the years and categories you have held a certification or license in Massachusetts or another state.

Years Certified/Licensed	State(s)	Categories of Certification

Education History

Name of College(s) or
 Technical school(s) attended _____

☐ one year ☐ four year ☐ certificate program ☐ other _____

Year graduated _____ Degree _____ Major _____

Please Enclose verification (i.e. copy of diploma, transcripts, etc.)

♦ Additional educational credit may be given for seminars, short courses, correspondence courses, conferences or training meetings that are pertinent to the category(ies) for which you are applying providing attendance is verified. Enclose copies of course descriptions and Certificates of Attendance.

Pesticide Related Work History Experience

(Attach additional sheets if necessary)

Company/Employer _____ Dates Employed _____

Address _____

Supervisor's Name and
 Address _____
 (if different from above)

Licensed in Category(ies) _____



2004 Pesticide Applicator License Training Workshops

sponsored by Pesticide Education, Agriculture and Landscape Program

University of Massachusetts Extension

This **optional** (not mandated) two-day workshop is designed to help individuals prepare for the pesticide applicator license exam. Topics that will be covered are: Pests and Integrated Pest Management, Pesticide Types and Formulations, Pesticides and Human Health, Pesticide Label, Pesticides and the Environment, Safe Handling of Pesticides, Pesticide Laws and Regulations, and Practice Exam. If you have any questions about this workshop call: (413) 545-1044 (M-F 9am-5pm)

Time

1st day 8:45 AM – 4:30 PM, 2nd day 9:00 AM – 4:30 PM

Registration Fee

\$115.00/person (This covers the cost of the workshop only w/ AM & PM breaks. Training materials and exam fees are not included.) Pre-registration is required. Walk-ins will be admitted only if space is available.

Materials Needed & Other Information

Please purchase your study materials separately using the order form enclosed. This workshop is optional. It is offered in order for you to have an opportunity to discuss questions that you have regarding the training material. This workshop will not cover information in the certification training manuals.

Special Accommodations

Please contact the Pesticide Education Program as soon as possible if you require any special accommodations for the two-day workshop.

Refunds

There will be no refunds in the event that an individual cannot attend a workshop. Instead, another individual may take his/her place, or he/she can attend another workshop (provided that there is enough room). Notify the Pesticide Education office in advance of the meeting date if either of the above options is selected.

Cancellations

To determine whether or not a meeting is cancelled due to bad weather, call the Pesticide Education office. We reserve the right to cancel a workshop if there are less than 15 people pre-registered. If the meeting is cancelled, registration fees will be refunded. Unfortunately, there is no rescheduling of these workshops.

Confirmations

If the Pesticide Education office receives your registration 10 days prior to the workshop, we will send to you a confirmation letter that has additional meeting information and directions.

Your Name: _____

Company Name: _____

Address: _____

No. Street

Town State Zip code

Daytime/work phone number

Fax number

✉ Mail Form to:

Pesticide Education
Agricultural Engineering Bldg.
University of Massachusetts
Amherst, MA 01003-0210

Check, money order (or government purchase order) payable to **University of Massachusetts**. Registration Fee is \$115.00 per person

Select a location and a date of the workshop you wish to attend!!

UMass Eastern Region Extension Center
Waltham, MA

- | | |
|--------------------------------------|--|
| <input type="radio"/> January 28/29 | <input type="radio"/> May 5/6 |
| <input type="radio"/> February 10/11 | <input type="radio"/> May 20/21 |
| <input type="radio"/> February 26/27 | <input type="radio"/> September 15/16 |
| <input type="radio"/> March 18/19 | <input type="radio"/> October 6 & 8 |
| <input type="radio"/> Mar 31/Apr 1 | <input type="radio"/> November 10 & 12 |
| <input type="radio"/> April 22/23 | <input type="radio"/> December 8 & 10 |

Clarion Hotel, Northampton, MA

- ☐ March 2 & 3

UMass Cranberry Experiment
Station, East Wareham, MA

- ☐ March 4/5 ☐ May 11/12

Frequently Asked Questions

- Q** *I have completed and mailed the exam application and fee for the purpose of registering to take a state pesticide exam. I was unable to take the test on the date I requested due to family circumstances. Is my fee refundable and can I be scheduled for the next exam or can someone else go in my place?*
- A** **There are no refunds!** The fee(s) you pay when you register for an exam is a *processing fee*. Pesticide Bureau policy requires you to submit another completed application and fee before the exam deadline for the exam date of your choice. Substitutions would be administratively prohibitive since individual information has been entered into a database. This would create record keeping problems that would negatively affect the prior preparation for any state exam.
- Q** *At what time are the exams given?*
- A** Commercial and Private Certification exams begin *promptly* at **9 AM** ending at 11:30 AM. The other exams, Applicator (**core**) and Dealer License exams begin *promptly* at **12:30 PM** and ending at 2:15 PM. **PLEASE ARRIVE AT LEAST 30 MINUTES BEFORE THE EXAM STARTS!!!!**
- Q** *What happens if I am late arriving to the exam site?*
- A** You will not be permitted to take the test and will lose the exam fee. This strict policy is necessary in order to assure consistency and fairness to all the other exam candidates who have planned accordingly. You would need to reapply for the next scheduled exam and submit another exam application and fee.
- Q** *Are there any deadlines regarding registration for state pesticide exams?*
- A** The deadlines are listed on the exam schedule. In accordance with regulations, you must submit your completed application and fee at least *five business days prior to the examination date*. This allows staff the necessary time to process and prepare for the administration of each scheduled date. Also, it permits staff to make sure there is available spacing at the exam site. You may miss the deadline by submitting the completed application and fee at the last minute. If you miss the deadline, you will not be scheduled for that exam. **We will send back your application and fee in this circumstance.**
- Q** *Does the Pesticide Bureau ever have a cutoff point if too many exam candidates are registering for a particular exam date?*
- A** **Yes.** The testing sites have a limited amount of space. Therefore, for your comfort and security purposes the Pesticide Bureau may have no choice in some circumstances if the number of people registering is too large. Exam dates in March and April may be affected. In this case, once the cutoff point is reached all other exam applications and fees would be returned and you would have to resubmit those materials with a different date.
- Q** *What is the acceptable method of payment?*
- A.** The fee may be paid by check or money order payable to: **"The Commonwealth of Massachusetts"**. Cash **CAN NOT** be accepted!
- Q** *How long will it take to get my exam results?*
- A** The Bureau will notify you within ten (10) business days of your exam results. Note: If you do not receive your exam results within a reasonable amount of time such as ten (10) business days, fax or mail a letter so that we can send you a duplicate notification. You may also check on our web site (www.mass.gov/agr/pesticides) for a list of exam candidates that have passed our exam by date of the exam.
- Q** *What is the bad weather and cancellation policy?*
- A** The exam schedule lists snow dates in case the exam must be cancelled. You may call **(617) 626-1841 after 6:30 AM the day of the exam to hear a pre-recorded message regarding the status of the exam.** If the exam is cancelled, you will be told to report on the snow date. The Pesticide Bureau will not grant any refunds or exam date substitutions.

NOTE: *The Bureau seldom cancels an exam due to snow and encourages you to plan accordingly giving yourself ample travel time to safely reach the exam site on time.*

Important Information

Department of Agricultural Resources (Main Phone Number): 617-626-1700 ; Website: www.mass.gov/agr

The complete Pesticide Applicator Licensing and Certification Information Bulletin is available for download from our website at: www.mass.gov/agr/pesticides. You may also download a copy of our Regulations (333 CMR 1.00 - 13.00), our Law (Massachusetts Pesticide Control Act) and other Department and Bureau publications. In addition, you'll find information on: Continuing Education programs, Renewals, Pesticide Use Reports, and other useful information such as Pesticide Fact sheets, *State Restricted Use Products* list, Rights-of-Way information, and helpful pesticide links.

Please check our web site for upcoming **NEW** features! Some of the recent features include: Check your registration at an exam!; Lists of licensed and certified applicators; and Listing of currently registered pesticide products; and more. The Pesticide Bureau web site has the latest information on **ALL** Pesticide Bureau programs, the latest Pesticide Newsletter, and other important updates.

Exam Times: Commercial and Private Certification: Begins at **9:00 AM** and End at 11:30 AM.
Applicator (Core) and Dealer Exams: Begins at **12:30 PM** and End at 2:15 PM.

Exam seating begins 30 minutes prior to the start of the exam. The exam starts promptly at the time given

Snow Cancellations: In the event of bad weather, call 617-626-1841 after 6:30 AM for a pre-recorded message with the exam dates, location and cancellation information. If the exam has been cancelled the message will inform you that you should report on the snow date.

Licensing and Certification Questions:

Sandra Payne (617-626-1785)
Pesticide Licensing Assistant
General Licensing Questions

Lee Corte-Real (617-626-1776)
Pesticide Operations Coordinator
Licensing & Registration Issues

Department of Food and Agriculture
PESTICIDE BUREAU
251 Causeway Street, Suite 500
Boston, MA 02114-2151

To:

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